Ref. No. PC/NSOU/PG/08/2022

Date : 17-12-2022

এতদ্বারা নেতাজি সুভাষ ওপেন ইউনিভার্সিটি পলাশি কলেজ স্টাডি সেন্টারে (S-01) M.A.কোর্সে ভর্তি হতে ইচ্ছুক আবেদনকারিদের জানানো যাচ্ছে যে 2022 – 23 সেশনে ভর্তির নোটিফিকেশন বেরিয়ে গেছে। সবাইকে নোটিফিকেশন দেখতে বলা হচ্ছে।

Co-Ordinator
Netaji Subhas Open University
Plassey College Study Centre
Plassey, Nadia

NETAJI SUBHAS OPEN UNIVERSITY

DD-26, Sector-I, Salt Lake City, Kolkata-700064
Email: nsou@wbnsou.ac.in; Ph: (033)4066-3220
Website: www.wbnsou.ac.in

Memo No.: Reg/3104   **Date: 14.12.2022**

ADMISSION NOTIFICATION FOR POST GRADUATE PROGRAMME

On-line applications are invited from Indian nationals for the following programmes for academic year 2022-23 (Session January 2023).

PROGRAMMES OFFERED BY SCHOOL OF SCIENCES:

Name of the Programmes	Code	Eligibility for
M.Sc. in Mathematics	PGMT	**Non CBCS**: Honours Graduate (10+2+3) in Mathematics. **CBCS:** Honours Graduate (10+2+3) with Core Course (CC)/ Discipline Specific Elective (DSE)/ Equivalent in Mathematics.
M.Sc. in Geography	*PGGR	**Non CBCS**: Honours Graduate (10+2+3) in Geography. **CBCS:** Honours Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in Geography.
M.Sc. in Zoology	*PGZO	**Non CBCS**: Honours Graduate (10+2+3) in Zoology. **CBCS:** Honours Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in Zoology.

* Important Note: In these programmes seats are limited. The admission will be made strictly on the basis of merit and following the reservation policy of the Government of West Bengal and the University through counselling (online/offline) and seat allotment.

PROGRAMMES OFFERED BY SCHOOL OF HUMANITIES:

Name of the Programmes	Code	Eligibility for
M.A. in Bengali	PGBG	**Non CBCS**: Graduate (10+2+3) and must have studied at least 300 marks in Bengali. **CBCS:** Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in Bengali.
M.A. in English	PGEG	**Non CBCS**: Graduate (10+2+3) and must have studied at least 300 marks in English. **CBCS:** Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in English.
M.A. in English Language Teaching	PGEL	**Non CBCS**: Graduate (10+2+3) and must have studied at least 300 marks in English/ Linguistics/ Comparative Literature as Core Course or Elective. **CBCS:** Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in ELT/ Linguistics.
M.A. in Journalism and Mass Communication	PGJM	**Non CBCS & CBCS**: Graduate (10+2+3) in any discipline.

PROGRAMMES OFFERED BY SCHOOL OF SOCIAL SCIENCES:

Name of the Programmes	Code	Eligibility for
M.A. in History	PGHI	**Non CBCS**: Graduate (10+2+3) and have studied at least 300 marks in History. **CBCS:** Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in History.
M.A. in Political Science	PGPS	**Non CBCS**: Graduate (10+2+3) and have studied at least 300 marks in Political Science. **CBCS:** Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in Political Science.
M.A. in Public Administration	PGPA	**Non CBCS & CBCS**: Graduate (10+2+3) in any discipline.

PROGRAMME OFFERED BY SCHOOL OF EDUCATION:

Name of the Programme	Code	Eligibility for
M.A. in Education	PGED	**Non CBCS**: Graduate (10 + 2 + 3) with Education and have studied at least 300 marks

in Education and or other Graduate (10+2+3) with B.Ed./B.Ed. (Spl. Ed.) duly approved by the respective regulatory authorities.
CBCS: Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in Education.

PROGRAMMES OFFERED BY SCHOOL OF PROFESSIONAL STUDIES:

Name of the Programmes	Code	Eligibility
Master of Commerce (M.Com.)	PGCO	**Non CBCS**: B.Com.(Commerce)/BBA (Business Administration)/ B.B.M (Business Management) under 10+2+3 pattern **CBCS:** Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in Commerce/ Business Administration/ Business Management
Master of Social Work(MSW)	PGSW	**Non CBCS & CBCS:** Graduate (10+2+3) in any discipline or LLB / BE / B.Tech. / B.Voc. (three-year) in Child Protection / Child Development from a recognized Institute.
M.A. in Economics	PGEC	**Non CBCS:** BA/B.Sc. in Economics/B.Com. or graduate of any other discipline with Mathematics (10+2+3) **CBCS:** Graduate (10+2+3) with Core Course (CC)/ Discipline Specific Elective (DSE)/ Equivalent in Economics
Master of Library & Information Science	MLIS	**Non CBCS:** (i) Bachelor of Library and Information Science (BLIS) degree from a recognized University or (ii) Other Graduate (10+2+3) with at least 300 marks of study in Library Science/Library and Information Science/Information Science. **CBCS:** (i) Bachelor of Library and Information Science (BLIS) degree (ii) Graduate (10+2+3) with Core Course (CC) / Discipline Specific Elective (DSE)/ Equivalent in Library Science/ Library and Information Science/ Information Science.

FEES:

1ST YEAR FEES FOR FOLLOWING PROGRAMMES EXCLUDING BANK CHARGES/ PAYMENT GATEWAY CHARGES AS APPLICABLE:

NAME OF THE PROGRAMMES	Amount to be paid in INR		Total in INR
	A	**B**	
M.A. (Bengali, English, English Language Teaching, History, Political Science, Public Administration, Education and Economics) and M.Com.	3,800/-	475/-	4,275/-
Master of Social Work (MSW), M.Sc. in Mathematics	5,200/-	475/-	5,675/-
Master of Library & Information Science (MLIS)	*10,000/-	475/-	10,475/-
M.A. in Journalism and Mass Communication	13,000/-	475/-	13,475/-

DETAILS OF TOTAL AMOUNT TO BE PAID AT THE TIME OF ADMISSION:
A = 1/2 OF TOTAL PROGRAMME FEE (i.e. the 1st Year Programme Fee)
B = Other Fee: Enrolment Fee Rs. 175/- + Fee for Identity Cum Registration Card Rs. 100/- + Annual Development Fee Rs. 175/- + Migration Fee Rs. 25/-

* For MLIS Applicants have to pay full course fee at time of admission as the programme duration is of 1 year. For MLIS **A** = TOTAL PROGRAMME FEE

Applicants of the PGGR and PGZO don't have to pay any fee for the time being. The amount 475/- and 1/2 of Total Programme Fees will have to pay at the time of online counselling, only after getting allotment of seats to the programme which will be made strictly on the basis of merit and following the reservation policy of the Government of West Bengal and the University. Details of fees to be paid for PGGR and PGZO will be notified by the University at time of merit list publication.

NOTE: As per Dept. of Higher Education, Govt. of W.B. Memo No. 507-Edn(CS)/10M-95/14 dated 30.06.2022 Online Verification Fee + Application Processing Fee = Rs. 275/- and Prospectus Fee = Rs. 150/- (Total Rs. 425/-) have been waived.

LIST OF LEARNER SUPPORT CENTRES:

Available in the University admission website.

Marks relaxation as per rules of Govt. of West Bengal applicable for reserved category of candidates.

TENTATIVE TIME SCHEDULE:

Event	From	To
Submission of on-line application form for admission will be available for the applicants	15.12.2022 (10.00 AM)	05.01.2023 (09.00 PM)
Document Uploading	15.12.2022 (10.00 AM)	07.01.2023 (09.00 PM)
Online fees submission	15.12.2022 (10.00 AM)	10.01.2023 (09.00 PM)
Offline fees submission through Bank Challan (During Banking Hour)	17.12.2022	10.01.2023

Note: Merit list and other information regarding **counselling/seat allotment for admission to PGGR and PGZO** will be notified by the University in the official website (www.wbnsou.ac.in) and in admission website (pg.wbnsouadmissions.com) tentatively on **10.01.2023.**

GENERAL INSTRUCTIONS:

- BEFORE APPLYING FOR ANY OF THE ABOVE MENTIONED PROGRAMMES, APPLICANTS ARE ADVISED TO GO THROUGH THE **ADMISSION NOTIFICATION**, **STEPS TO BE FOLLOWED** AVAILABLE IN THE ADMISSION WEBSITE.
- ALL INFORMATION REGARDING THE ADMISSION PROCESS WILL BE AVAILABLE ONLY ON THE NSOU OFFICIAL WEBSITE WHICH IS WWW.WBNSOU.AC.IN AND ON ADMISSION WEBSITE PG.WBNSOUADMISSIONS.COM. APPLICANTS SHOULD CHECK THE ABOVE MENTIONED WEBSITES REGULARLY FOR UPDATED INFORMATION.
- **MARKS RELAXATION** FOR SC/ST AS PER W.B. GOVT. RULE.
- BEFORE ONLINE SUBMISSION OF APPLICATION FORM CANDIDATES ARE ADVISED TO **ENSURE THEIR ELIGIBILITY WITH THEIR TESTIMONIALS**.
- UNIVERSITY ACCEPT FEES ONLY THROUGH BANK CHALLAN (obtained from admission website after submission of application form) OR ONLINE PAYMENT GATEWAY (service available at admission website only after submission of application form).
- INCOMPLETE APPLICATION OR UPLOADING OF ILLEGIBLE DOCUMENTS ON ADMISSION PORTAL WILL NOT BE ACCEPTED.
- THE APPLICANTS ARE STRONGLY ENCOURAGED TO TAKE SPECIAL CARE ABOUT THE DATES OF PAYMENT OF FEES FOR ADMISSION, OTHERWISE HE OR SHE WILL BE DEPRIVED OF ADMISSION.
- IN ORDER TO AVOID ANY INCONVENIENCE, PLEASE COMPLETE ALL PROCEDURE RELATED TO ADMISSION WELL BEFORE AS MENTIONED IN THE TIME SCHEDULE.
- REGULARLY VISIT ADMISSION WEBSITE TO CHECK YOUR APPLICATION STATUS AND TO OBTAIN **PROVISIONAL ONLINE ENROLLMENT CERTIFICATE** ALONG WITH **RECEIPT OF SLM**.
- REFUND OF ADMISSION FEES WILL BE DONE AS PER UNIVERSITY RULES AND REGULATION IN ACCORDANCE WITH UGC REFUND POLICY.

- IN THE EVENT OF ANY INFORMATION BEING FOUND INCORRECT/ FALSE/ MISLEADING/ FORGED CONTRARY TO HIS/HER ELIGIBILITY AT ANY STAGE OF ADMISSION OR AFTER ADMISSION OR EVEN AFTER CONFERMENT OF DEGREE THE ADMISSION AS WELL AS THE DEGREE WILL BE CANCELLED BY THE UNIVERSITY AND APPLICANTS/ STUDENT SHALL NOT BE ENTITLED TO GET REFUND OF ANY FEE PAID TO THE UNIVERSITY.

- APPLICANTS WHO WISH TO PAY THE FEE THROUGH DEBIT CARD/ CREDIT CARD/ NET BANKING **ARE HEREBY DIRECTED TO USE THEIR OWN BANK ACCOUNTS ONLY**. IN CASE OF FAILURE OF FEE PAYMENT TRANSACTION, THE AMOUNT SO PAID WILL GET TRANSFERRED TO THAT ACCOUNT.

N.B.

For detailed steps to be followed, other guidelines and updated information please visit admission website **pg.wbnsouadmissions.com.**
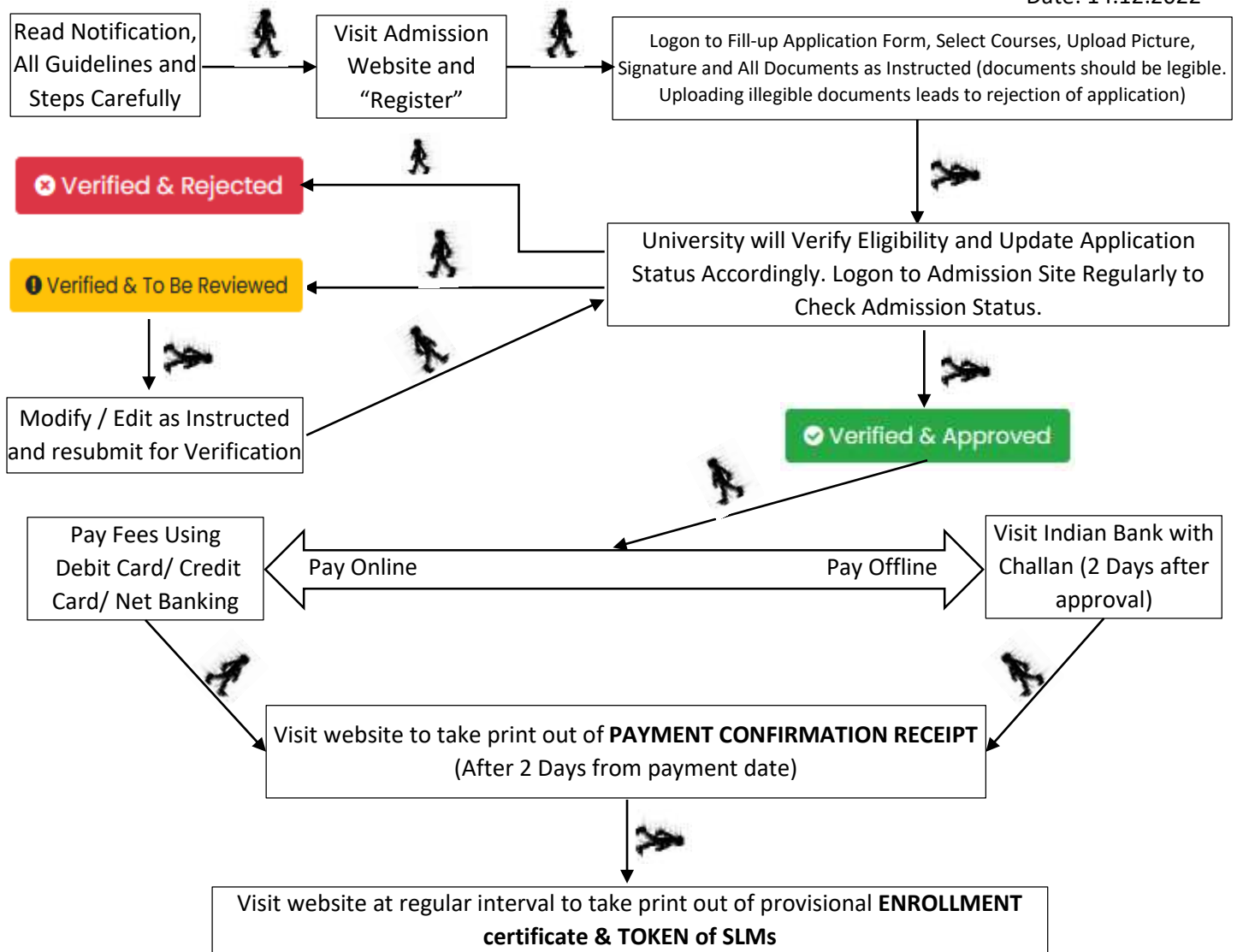
ADMISSION IN ANY PROGRAMME IS PROVISIONAL SUBJECT TO DETERMINATION OF ELIGIBILITY BY THE UNIVERSITY AT THE TIME OF GIVING ENROLLMENT NUMBER. IF ANY DISCREPANCY IS REVEALED LATER, RESPONSIBILITY WILL REST ON THE APPLICANT AND HIS/HER ADMISSION WILL BE CANCELLED AND NO CLAIM FOR REFUND OF FEES WILL BE ENTERTAINED EXCEPT AS PER REFUND POLICY. APPLICANTS ARE, THEREFORE, ADVISED TO SATISFY THEMSELVES AS REGARDS THEIR ELIGIBILITY FOR A PARTICULAR PROGRAMME BEFORE TAKING ADMISSION.

DISCLAIMER

ALL ADMISSIONS ARE PROVISIONAL AND WILL BE GUIDED IN ACCORDANCE TO UGC APPROVAL VIDE F. NO. 1-18/2018 (DEB-I) DATED 21.02.2019 THE UNIVERSITY RESERVES THE RIGHT TO CHANGE / REALLOCATE THE LEARNER SUPPORT CENTRE CHOSEN BY THE LEARNERS IN ORDER TO REGULATE THE ADMISSION IN ACCORDANCE WITH UGC ORDER(S) IF ANY.

Sd/-
Registrar

Date: 14.12.2022

| Read Notification, All Guidelines and Steps Carefully | → | Visit Admission Website and "Register" | → | Logon to Fill-up Application Form, Select Courses, Upload Picture, Signature and All Documents as Instructed (documents should be legible. Uploading illegible documents leads to rejection of application) |

Verified & Rejected ←

Verified & To Be Reviewed ←

University will Verify Eligibility and Update Application Status Accordingly. Logon to Admission Site Regularly to Check Admission Status.

Modify / Edit as Instructed and resubmit for Verification

Verified & Approved

| Pay Fees Using Debit Card/ Credit Card/ Net Banking | ← Pay Online   Pay Offline → | Visit Indian Bank with Challan (2 Days after approval) |

Visit website to take print out of **PAYMENT CONFIRMATION RECEIPT** (After 2 Days from payment date)

Visit website at regular interval to take print out of provisional **ENROLLMENT certificate & TOKEN of SLMs**

✓ FOR ANY DIFFICULTY WRITE US NSOU@WBNSOU.AC.IN OR CONTACT US OVER PHONE 03340585127 OR VISIT RESPECTIVE LEARNER FACILITATION CENTRES.
✓ AS PER DEPT. OF HIGHER EDUCATION, GOVT. OF W.B. MEMO NO. 507-EDN(CS)/10M-95/14 DATED 30.06.2022 ONLINE VERIFICATION FEE + APPLICATION PROCESSING FEE = RS. 275/- AND PROSPECTUS FEE = RS. 150/- (TOTAL RS. 425/-) HAVE BEEN WAIVED.

Note for provisional Online Enrollment Certificate and Token of SLM:
✓ After getting SMS for confirmation of enrollment generation from University end visit admission website to take print out of provisional Enrolment Certificate and SLM Receipt. **Token of SLMs** will be issued by the University should be retained by the applicants until further notice.

STEPS WITH INSTRUCTIONS:

Participant have to complete **5 online steps to complete the PG (except PGZO & PGGR) admission process.** Step - 1: Registration → Step - 2: Application Form Fill-up → Step – 3: Upload Picture, Signature and Requested Documents → Step – 4: Payment of Programme Fee (If Application Approved by the University) → Step – 5: Print / Download Application Form and Payment Confirmation Receipt.

STEP 1. REGISTER

Click on Register button ➡ Read all instruction carefully accept the check button and click on "Click here to Proceed" button ➡ Fill up information as instructed and click on "Review Registration" button ➡ Review all information before accepting the declaration and click on "Submit Registration" button ➡ Note down Application ID and Password.

IMPORTANT NOTE FOR STEP 1:
- ✓ **Make sure that entered information during online basic registration are correct. Information Once submitted during online registration can't be changed.**
- ✓ **The mobile number and email ID must remain valid during the entire tenure of the course, as this number and email ID will be used for any communication by the University/ its authorize assignee.**
- ✓ **Note down the application ID for completion of admission process and for future reference.**
- ✓ **Application containing gibberish words/ incomplete application/ inappropriate application will be rejected instantly by the University. In this regard decision of the University will be final.**

STEP 2. FILL APPLICATION FORM

Provide Application ID, Date of Birth, Password, Security Captcha and click on "Login" button ➡ Click on "APPLICATION FORM" ➡ Fill up information as instructed and click on "Save Application" button.

IMPORTANT NOTE FOR STEP 2:
- ✓ **Make sure that entered information provided during application form fill up are correct. Any correction in information provided in application form can be done using "Edit / Modify Application Data" until the application is approved by the University.**
- ✓ **Make sure programme & Learner Support Centre selected during application form fill up are correct. Once selected, programme & Learner Support Centre can't be changed. If applicant want to change programme & Learner Support Centre, applicant need to apply afresh.**
- ✓ **Application containing gibberish words/ incomplete application/ inappropriate application will be rejected instantly by the University. In this regard decision of the University will be final.**

STEP 3. UPLOAD DOCUMENTS

Provide Application ID, Date of Birth and click "Login" button / "UPLOAD DOCUMENT" button ➡ Read instruction related to document to be uploaded ➡ Close the banner after reading the information ➡ Upload all photograph, signature & all documents as instructed and click on "UPLOAD" button.

IMPORTANT NOTE FOR STEP 4:
- ✓ **University will not consider application if uploading of documents is due.**
- ✓ **Upload scanned copy of ORIGINAL documents only.**
- ✓ **Upload photograph, signature and all documents in .JPG format only.**
- ✓ **The file size of Photograph and Signature must be within 50kb, 10+2 Mark Sheet within 150kb, All other documents within 100kb each.**
- ✓ **Uploading Illegible/ wrong/ inappropriate document(s) will lead to rejection of application and admission may be declined.**
- ✓ **Uploading of photograph, signature and other documents must be done with in 07.01.2023 (09.00 P.M).**

STEP 4. ONLINE VERIFICATION BY THE UNIVERSITY

University will verify eligibility of an application with the documents as uploaded by the applicants. After checking eligibility University may approve application/ advise to re-edit application/ reject application.
Provide Application ID, Date of Birth, Password and click on "Login" button ➡ Check Application Status and Complete Formalities According to Application Status

✅ Verified & Approved	Applicants may pay the course fee within **10.01.2023** otherwise University will reject this application and admission may be declined.
❗ Verified & To Be Reviewed	Applicants may make necessary corrections as instructed in the dashboard by using "Edit / Modify Application Data" and or "Edit / Modify Course" and or "Change / Modify Uploaded Documents" and re-send for review within **07.01.2023 (09.00 P.M.)** otherwise University may reject this application and admission may be declined.
❌ Verified & Rejected	The application has been rejected by the University due to eligibility criteria mismatch/ illegible documents / Incorrect information / incomplete application. However, applicants may apply afresh.

IMPORTANT NOTE FOR STEP 5:

- ✓ **University will only verify eligibility criteria with the documents as uploaded by the applicants.**
- ✓ **Application containing gibberish words/ incomplete application/ inappropriate application will be rejected instantly by the University. In this regard decision of the University will be final.**
- ✓ **University will not consider application if uploading of documents is due.**
- ✓ **Logon to Admission Site Regularly to Check Application Status.**

STEP 5. PAY FEE

If application status is "Verified & Approved" then follow the following steps:
Provide Application ID, Date of Birth and click "Login" button ➡ Click on "Pay Fee Online / Offline" button ➡ Check the amount and Click on "Pay Online" / "Pay Offline" button ➡ if paying using "Pay Online" button then click on "Pay using Billdesk" button / if paying using "Pay Offline" button then print the challan and visit any Indian Bank after 2 (48 hours) working day during banking hours to deposit the amount and obtain Applicants copy of Bank Challan for your future reference.

After getting SMS for confirmation of receiving fees from University end visit admission website and click on "Check Payment Status" button and give your Application ID, Date of Birth and password to take print out of **PAYMENT CONFIRMATION RECEIPT**.

IMPORTANT NOTE FOR STEP 5:

- ✓ **Do not pay twice against an application ID.**
- ✓ **Applicants who wish to pay the fee through Debit Card/ Credit Card/ Net Banking are hereby directed to use their own bank account only. In case of failure of fee payment transaction, the amount so paid may get transferred to that account.**

GENERAL INSTRUCTION:

- ♦ An applicant must have an active mobile number and an active email ID (**do provide own mobile number and email id**) for online application.
- ♦ Make sure that entered information during online application form fill up are correct. Any correction can be done before application approved by the University using "Edit / Modify Application Data" and or "Edit/ Modify Course" and or "Change / Modify Uploaded Documents". Once application approved for payment by the University editing will not be allowed.
- ♦ In the event of any information being found incorrect/ false/ misleading/ forged contrary to his/her eligibility at any stage of admission or after admission or even after conferment of degree and thereafter any time in future, the admission as well as the degree will be cancelled by the University and applicants/ student shall not be entitled to get refund of any fee paid to the University.
- ♦ Applicants who wish to pay the fee through Debit Card/ Credit Card/ Net Banking are hereby directed to use their own bank account only. In case of failure of fee payment transaction, the amount so paid may get transferred to that account.

- The use of personal device ("devices" will include: laptops, netbooks, smart phones, IPods, IPads, tablets etc.) and internet connection may be required to participate in any academic activities if applicant get selected to take admission in any intended PG programme of Netaji Subhas Open University.
- Regularly visit admission website to check your application status and to obtain **PROVISIONAL ONLINE ENROLMENT CERTIFICATE** along with **TOKEN OF SLM**.
- Refund of admission fees will be done as per university rules and regulation in accordance with UGC refund policy.
- Regularly visit admission website to check your application status and to obtain **PROVISIONAL ONLINE ENROLMENT CERTIFICATE** along with **TOKEN OF SLM**.